



Great Teaching and Leading Fund

Competitive Grant Application

FY20-FY21

Background/Overview/General Information

The Great Teaching and Leading Fund (GTLF) was created in the State General Fund during Nevada's 78th Legislative Session (2015) via [Senate Bill 474 \(SB474\)](#). The purpose of the GTLF is to provide professional development, programs of preparation, peer assistance/review, and leadership training and development for teachers, administrators, and other licensed educational personnel, as well as programs to recruit, select, and retain effective teachers and principals. The State Board of Education sets the prescribed priorities for which grants may be awarded.

FY20-FY21 Grant Timeline

Application Released:	Monday, December 9, 2019
Application Deadline:	5:00 p.m., Thursday, January 9, 2020
Recommendations to SBE:	Thursday, January 30, 2020
Award Notifications:	Friday, February 7, 2020
All Funds Encumbered by:	Tuesday, June 30, 2021

Eligibility

Applicants should have a demonstrated history of success in recruitment, retention, and/or professional development of teachers, administrators, other licensed personnel, and/or pre-service candidates. Pursuant to NRS391A.500, the specific entities eligible to submit applications for the GTLF awards include:

- governing body of a regional training program for the professional development of teachers and administrators;
- board of trustees of a school district;
- governing body of a charter school;
- State Public Charter School Authority;
- university, state college, or community college within the Nevada System of Higher Education;
- employee associations representing licensed educational personnel; and
- nonprofit educational organizations. (503(c)(3) documentation required.)

Previous awarding of grants does not guarantee future approvals.

Required Documents

Application Cover Page and Abstract (*ADA Fillable PDF*)
Application Sections C-G (not to exceed 30 pages)
FY20 Budget in Excel form
Appendix A
Single page vitae
State Assurances
Certifications
503(c)(3) documentation if applicable

Please submit application and direct questions to:

KellyLynn Charles, *Education Programs Professional, Nevada Department of Education*
kcharles@doe.nv.gov
702.668.4330

Funding and Administration

The GTLF is administered by the Superintendent of Public Instruction (Superintendent). Awards are granted by the State Board of Education (SBE) no later than December 31st of each year through a competitive annual application process, to the extent that money is available in the Fund.

The SBE may not award more than 20 percent (20%) of the money placed in the GTLF by legislative appropriation to any single entity in a fiscal year. Recipients may be asked to make adjustments to their budgets to ensure an equitable distribution of funds.

Please note: For FY20-FY21, \$388,810 is available in the Fund. Total funding awarded per entity may not exceed \$77,762.00. Funding awarded in FY20 may be carried over and expended in FY21. Any funds carried over to FY21 must be expended by June 30, 2021.

The Superintendent shall:

1. prescribe the form for applications to be submitted;
2. set the deadline for submission of applications;
3. assign a committee to review applications and make award recommendations to the Superintendent; **and**
4. make award recommendations to the SBE

Duration of Grants

A grant of money from the GTLF may be awarded for the period specified by the applicant in the application (one or two years.) Applicants should anticipate that awards made for FY20 are to be encumbered (all services completed/ goods purchased) by June 30, 2020, with final requests for funds completed and submitted by August 10, 2020. Any FY20 funds remaining may be carried over and expended in FY21, and are to be fully expended by June 30, 2021, with final requests for funds completed and submitted by August 10, 2021. Applicants should anticipate expending all awarded funds by June 30, 2021.

Use of Funds

On or before September 30th of each year, the State Board of Education (SBE) is to prescribe the priorities for which grants of money may be awarded from the GTLF.

For FY20-FY21, the SBE has identified the following priorities for which applications will be considered:

- Teacher Preparation, Recruitment, Retention, and Leadership
 - Including building the teacher pipeline
- Updated and Newly-Adopted Nevada Academic Content Standards
 - Computer Science, Financial Literacy, Social Studies, Fine Arts
- School Leadership Development
 - NEPF Observations and Student Learning Goals
 - Effective Models of School Improvement

Reporting and Evaluation

Entities that are awarded GTLF monies shall provide a report within 120 days after the conclusion of the grant.

Reports are to be submitted to the Superintendent on a prescribed form that includes, without limitation, a description of programs for which the grant of money was used, as well as measures of effectiveness of the grant of money in:

- improving the achievement of pupils;
- assisting teachers, administrators, and other licensed educational personnel; and
- improving the recruitment, selection, and retention of effective teachers and principals.

To the extent money is available from legislative appropriations or otherwise, the Superintendent shall contract for an independent evaluation of the effectiveness of the grants of money, including, without limitation, a review and analysis of data relating to:

- changes in instructional or administrative practices;
- student achievement; and
- recruitment, selection, and retention of effective teachers and administrators.

GREAT TEACHING AND LEADING FUND

Information and Competitive Grant Application Instructions FY20-FY21

This document is organized by the following sections:

- I. Application Requirements and Preparation
- II. Application Submission and Review
- III. Timeline and Award Administration
- IV. Allowable and Non-Allowable Budget Items

I. Application Requirements and Preparation

Described below are the required components included in the posted application. Due to ADA requirements, the application shall be limited to the posted fillable PDF cover page and abstract, Sections C-G (not to exceed 30 pages), a budget, and Appendix A. Appendix A may be submitted as a non-ADA compliant, scanned document. Applicants must adhere to the posted application and only include supporting documents necessary for those responses. *(Note that the application cover page and abstract will be posted on the Nevada Department of Education (NDE) website and be provided to the public at a SBE meeting as a supporting document.)*

A. Application Cover Page

Please complete all sections on the Application Cover Page posted separately.

B. Program Abstract and Overview

Please provide a one-page overview of your program in the Application Cover Page posted separately. Include the history and mission of your eligible entity; the programming, administration, area(s) of need, public value, and intended results of the grant proposal.

C. Priorities Addressed

Clearly identify one or more of the prescribed State Board of Education Priorities and explain how each will be addressed and aligned with the proposed program. Include how participants will be identified and served under this program.

D. Program Management Plan

The Plan shall be described in terms of how it will guide progress and measure the impact of the work described in the action plan. This should be a rigorous evaluation that will yield an objective analysis of qualitative and quantitative data, thus demonstrating the effectiveness of the program on student achievement, teachers/administrators/other licensed personnel, and recruitment, selection, and retention outcomes. Please include:

1. **Baseline Data:** Clearly identify the baseline data that provided the catalyst for proposed program and how data supports and aligns with a strategic plan of continuous improvement related to one or more State Board of Education GTLF Priorities
2. **Goals:** Clearly identify the goals for addressing the program priorities. All goals must be specific, measurable, achievable, realistic, and timely (SMART.) Progress may be qualitatively and/or quantitatively assessed.
3. **Benchmarks:** Clearly identify benchmarks that support and align with the identified goals of the proposed program. Include details regarding interventions, strategies, programs, etc.
4. **Timeline:** Include a timeline of all significant activities.
5. **Metrics/Methodologies:** The Plan should include descriptions of instruments and methodologies that will be used to collect and analyze the data on which obtainment of targets will be based. Additionally, define the assessment measure(s) that will be reported on within 120 days of the conclusion of the grant, including demonstrated alignment to the priorities of the program, integration of Nevada's Professional Development Standards, and how the effectiveness of the funds granted will be measured in:
 - improving the achievement of students;
 - assisting teachers, administrators, and other licensed educational personnel;
 - changes in instructional or administrative practices; and
 - improving the recruitment, selection, and retention of effective teachers and principals.

(Note that NDE staff and/or external evaluators may periodically meet with awardee Program Coordinators to monitor grant implementation, assess progress toward goals/objectives, and ensure fidelity of the program and the grant application. A 120-day report template will be provided to awardees.)

E. Human Capital/Capacity

Describe the institution /organization's capacity to successfully carry out grant activities and effectiveness measures, including institutional resources that will be leveraged to support the activities. Include partnerships and collaboration efforts that will be sought to expand reach and targeted support.

Outline the human capital structure through which the institution/organization will be fully engaged to realize the program goals/outcomes. Specifically describe the roles, responsibilities, and time commitments of the key team members, as well as the qualifications of staff identified to carry out the proposed activities.

The plan should also include an overview of how results will be sustained or continue to have an impact beyond the year(s) of the grant.

F. Research

Describe the research on which the proposed activities are based. Explain how the activities are expected to increase student academic achievement; assist teachers, administrators and other licensed educational personnel; improve the recruitment, selection, retention, and leadership skills of effective teachers and principals; and/or contribute to building the teacher pipeline.

Applicants shall clearly identify how the proposal supports best practices that link professional learning to improved student achievement. Applicants should address each Standard of Professional Learning which leads to effective teaching practices using the Nevada Professional Development Standards.

G. Previous Performance

Past grantees, please provide a description of past Great Teaching and Leading Fund program implementation. Include both fiscal responsibility and program effectiveness. Explain how this Great Teaching and Leading Fund award will build on, adapt, and/or improve the previous program. If applicable, please explain how this program is modified to improve on unexpected past outcomes.

New Applicants, please provide a description of effectiveness in implementation of a related educational program. Include fiscal responsibility, as well as effectiveness outcomes of the program. If applicable, explain how a Great Teaching and Leading Fund award will build on, adapt, and/or improve the cited program.

H. Program Budget Summary and Narrative

Please submit as a separate attachment in Excel form, a signed, proposed annual budget by category and line item on the posted NDE Budget form. Include detailed budget narratives describing how each line item was calculated, with justification for each item. Expand the narrative section as needed. Both the program budget and the narrative descriptions are to be aligned with the activities/strategies described in the Action Plan and human capital structure, and should reference any coordinated uses of resources from other sources.

(Note that grant award amounts may be subject to reductions by the SBE, based on the number of applications received and/or the Review Committee or Superintendent recommendations. Additionally, SBE may not award more than 20 percent (20%) of the money placed in the GTLF by legislative appropriation to any single entity in a fiscal year. Recipients may be asked to make adjustments to their budgets to ensure an equitable distribution of funds.)

Appendix A

Please include the following in Appendix A:

- Single page vitae for all program management team members, faculty, staff, and/or consultants involved with the program.
- State Assurances and Certifications
- 503(c)(3) documentation as applicable
- Non-ADA compliant vitae or required contracts/agreements if necessary

II. Application Submission and Review Process

To be considered for FY20-FY21 GTLF funding, applications must be received by **5:00 PM on Thursday, January 9, 2020**.

As applications are received, they will be reviewed by NDE staff only for completeness and compliance with the requirements set forth to determine applicant eligibility. Any questions about significant omissions from an application or about applicant eligibility will be referred to the designated Program Coordinator. If, in the judgment of the NDE, an application is late, or significantly incomplete, or an institution/organization cannot establish its eligibility, the application will be disqualified from the process and the applicant will be notified in writing. The decision of the NDE is final.

A Review Committee comprised of education stakeholders and members of the public will be convened by the NDE, and efforts will be made to select members who bear no conflict of interest towards the applicants. Review Committee members are required to disclose any conflicts of interest. Members will not review or score applications where a conflict exists.

The Committee will use a standardized rubric and levels of alignment (posted separately) to evaluate eligible applications based on the required components and established criteria. Review Committee members will be instructed to score all information found in the application regardless of which section it appears. Applicants will be ranked according to the final averaged score during the review process. Committee scores will be the primary determinant of successful applications and along with equitable distribution of funds, will form the basis for recommendations to be made to the Superintendent, and ultimately by the Superintendent to the SBE for final selection.

Applications should be submitted in, electronic form to:

KellyLynn Charles, EPP
Office of Educator Development and Support
702.668.4330
kcharles@doe.nv.gov

III. Timeline and Award Administration

FY20

December 9, 2019	FY20-FY21 Application Released
January 9, 2020	Application submission deadline
January 30, 2020	Review Committee recommendations to the State Board of Education
January 30, 2020	Application Status notification to Program Coordinators
February 3, 2020	FY20 Modification Letters and/or Subgrant Award letters sent
February 7, 2020	FY20 Budget Amendments due if necessary
June 30, 2020	Deadline for Encumbering of FY20 funds
August 10, 2020	Deadline for FY20 Request for Funds submissions
October 30, 2020	Deadline for FY20 120-Day reports

FY21

July 10, 2020	FY21 Budget Amendments due
July 31, 2020	FY21 Modification Letters and/or Subgrant Award letters sent for carry over funds
June 30, 2021	Deadline for Encumbering of FY21 funds
August 10, 2021	Deadline for FY21 Request for Funds submissions
October 30, 2021	Deadline for FY21 120-Day reports

IV. Allowable and Non-Allowable Budget Items

Information in the 'Objects' tab of the 'NDE Chart of Accounts' found [here](#), may be helpful in aligning program budget object codes. The following lists should serve as a guide. The list is not inclusive. Please contact NDE with questions.

- Examples of allowable use of funds: Consultants, coaches, stipends, per Diem, substitute pay, standard fringe benefits, airfare, hotel, conference registrations, professional books, markers, pens, photocopy expenses, external evaluators, laptop, SWIVL, etc.
- Examples of non-allowable use of funds: Indirect costs, food, candy, drinks, classroom teacher salaries, student books, student classroom supplies, promotional items for your entity, association memberships, etc.